



STEP 1

Login and Privacy Statement

• Using your web browser, go to the School's Online Registration Login Site.

https://sms.parefwestbridge.edu.ph/registrar/

- Read the school's Data Privacy Statement and click on the "I agree" button to go to the Learning Management notice.
- Read the school's Personal Information Sharing Notice for Learning Management and click on the "I agree" button to go to the next step.



STEP 2

Online Registration

- Validate Family Information, Student Information and Student Medical Record.
- Register your child/Children by clicking on the "Register"link.

NOTE: The "**Register**" link will only appear once you are done with the validation.

Online Assessment

- Select Payment Scheme.
- Check Books and Supplies List.
- Click on Submit Button.
- Print and sign Assessment Form.
- Click on the Student Account link for payment process.





Payment

- Pay assessed tuition fees.
- Payment of fees can be deposited to :

Bank of the Philippine Islands

Bank Account Name: PAREF-Westbridge School, Inc. • You may also email it to Current Account No.: 1315340353

Online bank transfer can be via **BPI online** or interbank transfers via Insta Pay or Peso Net.





Payment Confirmation

- Upload Proof of Payment for Online Bank Transfer or Bank Deposit
- Upload scanned copy of signed Assessment Form
- accounting@parefwestbridge.edu.ph

Student is now officially enrolled

STEP 5

 Student's system status changes from "Registered" to "Enrolled" once payment is confirmed